

**Jefferson County Board  
Committee Minutes  
October 17, 2012  
Infrastructure Committee**

**1. Call to order**

Meeting called to order by Supervisor Reese at 10:30 a.m.

**2. Roll call of Committee Members**

Richard Jones, Rick Kuhlman, Russell Kutz, Don Reese and Dick Schultz.

Others Present: Gary Petre – County Administrator; Phil Ristow – Corporation Counsel;-John Molinaro – County Board Chairman; Karyn Spory, Reporter – Jefferson Daily Union; Tammie Jaeger – Administrative Assistant-Confidential; Terry Gard – Human Services Maintenance Supervisor; Kathi Cauley – Human Services Director; Mark Miller – Maintenance Supervisor; Staci Hoffman – Register of Deeds; Supervisor Walt Christensen; Pete Weston – Design Alliance.

**3. Certification of compliance with the Open Meetings Law**

The County Administrator reported that the meeting agenda was properly noticed in compliance with the law.

**4. Review of the Agenda**

**5. Public Comment**

**6. Approval of the October 3, 2012 Infrastructure Committee meeting minutes**

Motion made by Supervisor Jones; Second by Supervisor Schultz to approve the October 3, 2012 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried).

**7. Communications**

- Drawings of first floor restroom renovation
- First floor restroom cost estimate
- Information on Security System at Human Services Board

**8. Presentation, discussion and possible action on Security System for Human Services**

Kathi Cauley and Terry Gard explained that they have been in contact with the Sheriff's Department and that a committee has been formed to look into options for a security system. The number one priority is a need for an immediate notification system. This system includes portable duress buttons that will notify all staff and the police department. The estimate they have received for this project is \$14,005. This includes all of the equipment for the main buildings and the Lueder Haus. It does not include the Workforce Development Building. The Sheriff's Department recommended adding secure door locks for all Human Services buildings. The Werner and Ready Electric System was also discussed. This system provides ID card access to doors using card readers. The estimated cost of this system is \$33,000.

Motion made by Supervisor Kuhlman; Second by Supervisor Schultz to approve these two security systems in the amount of \$47,005 and refer to the Finance Committee for consideration of a transfer from the contingency fund. Ayes-All (Motion Carried).

**9. Discussion and possible action on the final design and construction bidding for the Courthouse Security Entrance project**

Pete Weston, from Design Alliance, distributed copies of drawings of the design for the courthouse security entrance and the current main entrance area for the committee to review. He reviewed the drawings with the committee and addressed questions and concerns. The architect will continue to get bid documents together and wait for the approval of the 2013 Budget.

Motion made by Supervisor Schultz; Second by Supervisor Kuhlman to move forward with the courthouse security entrance project, pending budget approval, approving the final plans that were presented. Ayes-All (Motion carried).

**10. Status report on the Courthouse Bathroom Remodeling project**

Drawings and cost estimates for the courthouse bathroom remodeling project were provided for the committee to review. Mark Miller explained that the total estimated cost of this project is \$121,000 for upgrading the men's and women's restroom and one unisex bathroom.

Motion made by Supervisor Schultz; Second by Supervisor Kuhlman to approve the courthouse bathroom remodeling projects and forward it to the Finance Committee for consideration of funding options. Ayes-All (Motion carried).

**11. Discussion and possible action on meeting contingencies, including contracting with an environmental consultant to do an evaluation, in the County's Offer to Purchase the old Countryside Home property**

Phil Ristow gave the committee a summary of what steps have been taken in this process and what needs to be done.

Motion made by Supervisor Jones; Second by Supervisor Kutz to direct staff to obtain quotes and contract with an environmental contractor to complete the evaluation of the Countryside property in a timely manner. Ayes-All (Motion carried).

**12. Discussion and possible action on the Highway Department facility building project**

No action taken.

**13. Status report on the Highway Department's Lake Mills satellite project**

No action taken.

**14. Potential items for the Committee's next meeting**

- Approval of the October 17, 2012 Committee meeting minutes
- Discussion and possible action on the bidding for the Courthouse Bathroom Remodeling project

**15. Set tentative next committee meeting time and date:** November 14<sup>th</sup> at 1:30 p.m. or before the November 13<sup>th</sup> Board meeting if necessary.

**16. Adjourn**

Supervisor Kuhlman made a motion to adjourn; Second by Supervisor Schultz at 11:40 a.m. Ayes – All (Motion Carried).